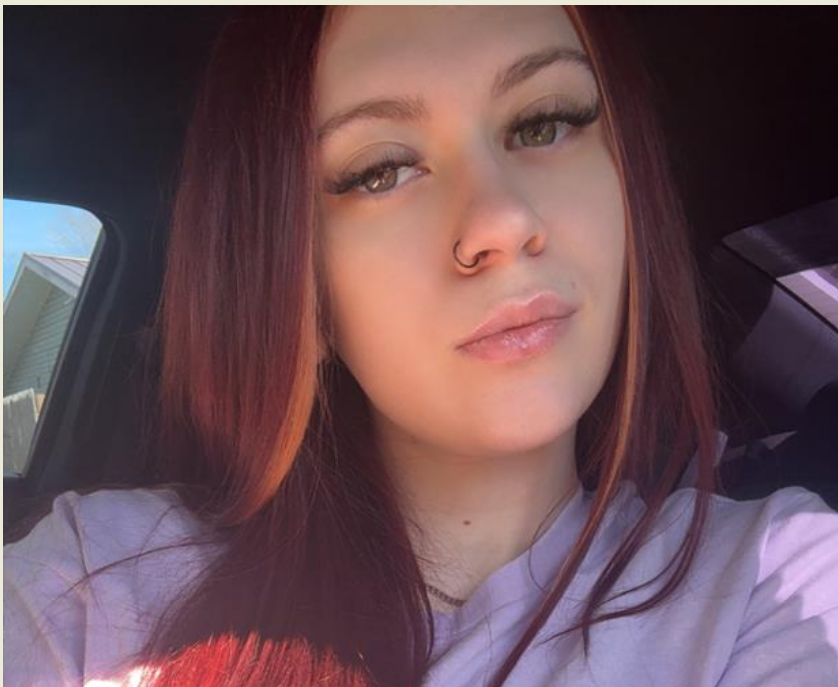


Employee Spotlight



Where great work and great character get the spotlight they deserve!



This month's Employee Spotlight shines on an outstanding team member who continues to go above and beyond. In addition to successfully overseeing her four homes, she has recently taken on five new SIP clients, demonstrating her dedication, strong work ethic, and passion for providing excellent care and support.

Program
Coordinator

Alyssa Valenti



Outside of work, she enjoys traveling, spending quality time with her niece Sage, and hanging out with her four miniature dachshunds. A fan of all things purple and a lover of Chicken Alfredo, she brings both heart and personality to everything she does. We're proud to have her as part of our team!



Birthdays & Anniversaries

Character Trait Spotlight

Angelina Jackson

Angelina Jackson has only been with us for a few months now and during this short time, she has already made a lasting impression with her uplifting attitude and positive energy. She approaches her role with confidence, consistently applying her training she has learned while also stepping up to take initiative whenever needed. Angelina is known for her respectful and supportive approach with fellow staff, helping foster a positive work environment by steering clear of negativity. Most importantly, she builds meaningful connections with the individuals we serve, engaging with them in a genuine and compassionate way. Her dedication and spirit truly make her a valued part of the team. Thank you Angelina for demonstrating good character

Anniversaries

Clastia	Keyes	1
Lynn	Doerr	1
Cierra	Garcia	1
James	Richardson	4
Marquis	Carr	6
Charity	VanAtten	7
Elizabeth	Orta	7
Autumn	States	7
Nickolas	Muhammad	9
Jalyn	Brown	10
Iesha	Simpson	10
Susan	Robertson	11
Mark	Huffman	11
Anissa	Allen	16
Regina	Wheaton	17
Ellen	Carter	22
Ryan	Clark	22
Ja'Len	Woods	23
Shatoya	Thomas	25

May Birthdays

Douglas	McDowell	1
Cierra	Garcia	3
Michele	Stinson	5
Malinda	Lapeer	5
Ashley	Curnow	6
Dianisha	Williams	6
Anita	Johnson	8
Iesha	Simpson	9
Liberty	Harp	10
Antianna	Harrison	11
Amanie	Hamilton	11
Laneice	Ciers-Woods	11
Maciah	Taylor	12
Sofia	Pardel	14
Contica	Hightower	15
Kiona	Ezell	16
Caitlin	McDowell	17
Quintrall	Boyd	17
Ashli	Behnke	18
Triston	Haas	18
Makiya	Wade	18
Shyann	Pearson	19
Jennifer	McNeil	20
Dakota	Schmidt	20
Carmona	Mullins	20
Jahnae	Baker	22
Dominique	Jelks	22
Jamilla	Banister	22
Dexter	Boyd	23
Christianity	Smith	23
Derrick	Webster	23
Autumn	Buggs	23
Michelle	Hoyt	24
Brandon	Taylor	25
Jenny	Lynch	26
Mason	Poplar	27
Chelsea	Conley	28
Crystal	Thorne	31

Please Read

FMLA

Policy 05-69

If an employee is going to need to take off work for their own serious medical condition or an immediate family member's medical condition, the birth or placement of a child, or a military leave, they are to complete the FMLA/LOA request form from H: human resources and send it to the HR Manager.

The HR Manager will review the request form and discern if the employee is eligible for FMLA by **working for one year and 1,250 hours**. If the employee is eligible, the HR Manager will complete the Notice of Eligibility and Rights and Responsibilities under the Family Medical Leave Act Form located on the Department of Labor website. If a medical certification is required, the HR manager will complete the employer's portion of the document.

If the employee is eligible, the HR Manager will send the required forms along with a letter outlining the FMLA policy and the scheduled date of return and the possible needed documents required prior to the employee's return.

It is the employee's responsibility to make contact with the Home Supervisor/ Program Coordinator **two weeks** prior to the anticipated return.

If an employee fails to return any correspondence with the employer, a letter will be sent to the employee after the projected return date requesting a calcification of their intention to return to work.

If an employee has a doctor's note outlining any restrictions, then the employer will review and determine if an accommodation may be made to the employee.

****Please make sure you are reporting all consecutive absences of any staff****

Hello Everyone,

As we step into May, we're welcoming warmer weather, longer days, and a fresh sense of energy! This month is all about growth, positivity, and taking time to enjoy the little moments that make life special.

What's New This Month

We're excited to continue building momentum and celebrating the great work happening every day. From new opportunities to ongoing successes, May is shaping up to be a productive and rewarding month.

Reminders & Highlights

Take advantage of the beautiful weather—step outside and recharge when you can. Stay connected and support one another as we move through a busy audit season. Keep up the great work and continue striving for excellence. **WOOOHOOO Mulberry Home on their 100% Audit!!!**

Closing Thoughts

Let's continue to support each other, celebrate wins (big and small), and make this month a great one. Wishing everyone a wonderful and successful May